

~~SECRET~~
CONFIDENTIAL

SEP 9 1954

AD/Personnel

Director of Training

**Constructive Credit for Junior Officer Trainees
in Military Status**

1. Pursuant to discussions between the AD/Personnel and the Director of Training, the following policies are recommended as governing the credit for time in Agency employment for Junior Officer Trainee personnel on detail to the Armed Forces of the United States for military training:

a. Each Junior Officer Trainee will be allotted credit for time in Agency employment equal to one half the length of time for that portion of his military duty which is performed at duty stations other than CIA.

b. Full time credit will be allotted for all military duty performed by Junior Officer Trainees while on detail from the Armed Forces to the Agency.

2. It is requested that you approve and promulgate this policy.

MATTHEW BAIRD

OTR/PRS/LES/ptf/(8 Sept.1954)

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